

STAFF REPORT

Meeting Date: 05/09/08

Agenda Item: 9

To: BEACON Board of Directors

From: Executive Director

Date 05/09/08

Subject: Amend Project Management Services Contract

REQUIRED ACTION:

- a. Decrease budget appropriation by \$5,000 from legal services budget.
- b. Increase budget appropriation by \$5,000 for Project Management Services.
- c. Authorize Executive Director to approve amendment to Project Management Services contract.

DISCUSSION:

Since BEACON has no employees, either member agencies' staff or contract consultants carry out most functions. BEACON's operations and activities include the Technical Advisor, Auditor, Legal, and Project Management Services. The Project Management services (COM3) are proposed to be increased by \$5,000 from the original amount of \$25,000 due the efforts involved in updating the BEACON Project Status Reports and in developing a BEACON Funding Strategy report.

Funding for this contract increase is available from less than expected services during the 2007-08 fiscal year for Legal Services (Kevin Ready).

The budget adjustments are as follows:

- Decrease Legal Services by \$5,000 from \$12,000 to \$7,000.
- Increase Project Management Services Contract by \$5,000 from \$25,000 to \$30,000.

This change has no net effect on the FY 0708 BEACON Budget.



A California Joint Powers Agency

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